

ARTICLE 40-01

GENERAL ADMINISTRATION

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CHAPTER 40-01-01 ORGANIZATION OF BOARD

Section	
40-01-01-01	Organization and Functions of the State Historical Board

40-01-01-01. Organization and functions of the state historical board.

1. Organization of board.

- a. History. In 1895, the legislative assembly created a state historical commission with members being the governor, auditor, secretary of state, commissioner of agriculture, and the president of the North Dakota historical society which was founded the previous year. Its purposes were: "to collect and preserve the records and relics pertaining to the early history, early settlement and development of North Dakota...". The law also provided a room in the capitol for the records and collections of the commission. In 1905, the legislative assembly named ex officio members to the board of the state historical society of North Dakota, the reorganized state society, and gave it official sanction by making it a trustee for the state, providing its first major appropriation, and defining its duties by law. In 1963, the legislative assembly provided that in addition to the ex officio members of the board of directors of the state historical society of North Dakota, the governor would appoint nine members of the society who would serve as directors. Further changes were made in 1965, giving the governing body the designation of "state historical board", removing the requirement of appointment from the members of the state historical society of North Dakota, outlining its powers, and in effect separating the agency from a statewide membership group. The present law reads: "There shall be a state historical society of North Dakota which will be under the supervision and control of the state historical board."
- b. Divisions. The board consists of the following six divisions:
 - (1) Administration.

- (2) State archives and historical research library.
 - (3) Education and interpretation.
 - (4) Museums.
 - (5) Archaeology and historic preservation.
 - (6) Historic sites.
- c. Board members. The board consists of nine members appointed by the governor with appointments for a term of three years, staggered so that the terms of three members expire each year. The board selects from its membership a president, vice president, and secretary to serve as officers. The secretary of state, state engineer, state highway commissioner, state forester, state game and fish commissioner, director of the state library, and state treasurer serve as ex officio members. The powers of the board are outlined in North Dakota Century Code section 55-01-02.
 - d. Superintendent. By statute, the board is required to appoint a superintendent who acts as chief administrative and executive officer in carrying out the policies and directives of the board. The superintendent's duties are outlined in North Dakota Century Code section 55-02-01.2.

2. Functions of board divisions.

- a. Administration division. The administration division supports and serves as the coordinating unit for all activities and functions of the agency through the office of the superintendent, acting under policy established by the state historical board. This includes all administrative activities and responsibilities for budgeting, accounting, purchasing, personnel, equipment, concession sales, and general overall supervision of all programs and responsibilities of the agency.
- b. State archives and historical research library. The division of state archives and historical research library is responsible for the collections, cataloging, preservation, and public availability of documentary resource materials. Through this division, the collections including books, microfilm, newspapers, films, maps, photographs, tape recordings, archives and manuscripts, and other historical materials are made available to the staff and public. The state archivist, a position created by the 1977 legislative assembly, with duties defined in the North Dakota Century Code chapter 55-02.1, operates within this division.

- c. Education and interpretation division. The education and interpretation division is responsible for coordination, preparation, maintenance, and distribution of extension material; scheduling lectures, workshops, and special programs; conducting formal and informal instruction in North Dakota history; and offering statewide assistance in teaching the state's history through coordination with the schools and local historical organizations. It is responsible for interpreting the collections and acquired knowledge possessed by the society in a meaningful and educational manner by providing interpretive support through the development of data for museum and historic sites interpretation and in training of guides and interpreters. It is also responsible for all society publications including North Dakota History: Journal of the Northern Plains, brochures, newsletters, programs, and special publications including evaluation of material, editing, and preparation for publication.
- d. Museum division. The museum division is responsible for the acquisition, identification, cataloging, repair, storage, and care of artifacts illustrative of North Dakota history from prehistoric times to the present. It is responsible for presenting these collections and associated knowledge to the public through temporary and permanent displays by providing the planning, fabrication, and installation of exhibits including those in the main museum in Bismarck, branch museums, and traveling exhibits.
- e. Archaeology and historic preservation division. The historic preservation division provides for preparation of a statewide historic preservation plan, inventories and evaluates sites for listing on the state and national register, and makes nominations to these registries. It assists state, local, and private organizations in the preservation of historic sites and structures for the public benefit and comments on projects which may adversely affect such resources. The duties of the agency as relate to the Historic Preservation Act of 1966 are implemented by this division. Through this Act, moneys are made available to the fifty-five entities of government (including the fifty states, five trust territories, the District of Columbia, and the national trust for historic preservation) by a formula which guarantees a minimum share of the annual national historic preservation appropriation to each participating unit, plus a share of the remaining uncommitted dollars. These moneys are made available to encourage and assist recipients in the accomplishment of those tasks needed to assure the identification, recording, and preservation of this nation's cultural heritage as illustrated by districts, sites, buildings, structures, and objects possessing cultural significance to the nation, the states, and local communities. The division is responsible for implementing the duties of the agency as relate to the protection of prehistoric sites and deposits as outlined in North Dakota Century

Code chapter 55-03 for the issuance of archaeological permits by the superintendent and preservation of historic sites and antiquities outlined in North Dakota Century Code chapter 55-10.

- f. Historic sites division. The historic sites division is responsible for the maintenance, repair, and operation of all land and buildings controlled by the board, for the construction of interpretive and visitor use facilities and for implementing plans and recommendations relating to the preservation of sites and buildings of a historical nature. Two major aspects of the program are operations and maintenance, and restoration and development. The former includes staffing, equipping, and maintaining properties to keep them in proper order and open for public visitation. The latter involves restoration of historic structures and surroundings to preserve them in their original character and to provide public facilities for visitor comfort and information. The board is responsible for fifty-four historic properties of varying size and significance ranging from a fraction of an acre [hectare] to one hundred ninety-eight acres [80.13 hectares] in size and totaling some nine hundred ten acres [368.26 hectares].
3. **Inquiries.** General inquiries regarding the state historical board may be addressed to the superintendent. Specific inquiries of each division may be addressed to the director of that division. All requests for hearings and for participating in rulemaking may be addressed to the superintendent of the state historical board, unless specific published notice directs otherwise.
4. **Personnel roster.** All correspondence to the below-listed persons should be addressed as follows:

(Person's name and title or division name)
State Historical Board, State Historical Society
of North Dakota
612 East Boulevard Avenue
North Dakota Heritage Center
Bismarck, North Dakota 58505
(701) 224-2666

Art Todd, III, president, state historical board
Candyce J. Wood, vice president, state historical board
Gayle Clifford, secretary, state historical board
Jane Martin, member
Ronald P. Abrahamson, member
Charles L. Neff, member
John Von Rueden, member
Lydia Sage-Chase, member
Diane Larson, member
David Sprynczynatyk, state engineer
Marshall Moore, director of department of transportation
Alvin A. Jaeger, secretary of state
K. L. Cool, director of game and fish department
Larry A. Kotchman, state forester

William Strader, state librarian
Kathi Gilmore, state treasurer
James E. Sperry, superintendent
Robert J. Schlobohm, deputy superintendent
Louis N. Hafermehl, director of archeology and
historic preservation
Merlan Paaverud, director of historic sites
Chris Dill, director of museums
Gerald G. Newborg, director of state archives
and historical research library
Marcia Wolter, director of education and
interpretation

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